



DEPARTMENT OF HEALTH & HUMAN SERVICES

Public Health Service

National Institutes of Health
Bethesda, Maryland 20892

**Information and Termination Notice
for Fellows and Trainees Completing a
National Research Service Award (NRSA)**

PHS estimates that it will take 30 minutes to complete this form. This includes time for reviewing the instructions, gathering needed information, and completing and reviewing the form. If you have comments regarding this burden estimate or any other aspect of this burden, send comments to: NIH, Project Clearance Office, 6701 Rockledge Drive MSC 7730, Bethesda, MD 20892-7730, ATTN: PRA (0925-0002). **DO NOT RETURN THE COMPLETED FORM TO THIS ADDRESS.**

This letter summarizes the information to be supplied by National Research Service Award (NRSA) recipients on termination of their award and for a limited period thereafter.

All NRSA Recipients

- (1) The attached Termination Notice (PHS 416-7) serves as the official record of your training under a National Research Service Award. This summary of work accomplished, support period, stipends received, and post-training activity is required of all recipients immediately after termination. After securing proper signatures, forward the completed form (original and 2 copies) to the appropriate Public Health Service (PHS) awarding component. One copy will be returned to the fellow or trainee following validation by PHS. Please type.
- (2) Because PHS is asked periodically to review NRSA program impact in terms of career choices, you may be contacted, but no more frequently than once every two years, after the termination of this award, to determine how the training obtained has influenced your career.

NRSA Recipients with a Payback Obligation

- (1) As specified in the Payback Agreement you signed at the time of award, biomedical or behavioral health-related research and/or health-related teaching must begin within 2 years of terminating NRSA support; otherwise, financial payback becomes due, unless an extension of the 2 year service initiation period or a waiver of the obligation is granted. Further details are given in the Payback Agreement and the National Research Service Awards Guidelines for Individual Awards—Institutional Grants. If you have any questions, contact the PHS awarding component that supported your training.
- (2) To record your payback status and service, you will receive from the PHS an Annual Payback Activities Certification (APAC) form one year after your termination date and annually thereafter until your service obligation has been completed.
- (3) Please keep the PHS informed of your current address and telephone number until your total payback obligation is satisfied. Report any change to the PHS awarding component.

Specific Instructions for Items on the Termination Notice

- (Item 1) Where applicable, include in parentheses any maiden name or other name used. This information is helpful in identifying past records and publications.
- (Item 2) Provide the complete grant or award number of the budget period supporting your last year of NRSA support (e.g., 5 T32 GM 60654-08).